

# NAASE Placement Application

## Placement Contact Information

### Name of Search/Personnel Committee Chair

Ilene Sloan and Lindsay O'Neil

### Chair Email Address

[EDSearch@h-nt.org](mailto:EDSearch@h-nt.org)

### Chair Phone

(253) 988-1291

### Your Congregation

Herzl-Ner Tamid (HNT)

### Congregation Website

<https://h-nt.org>

### Number of Households in Congregation

500+

### Is the Congregation affiliated with USCJ?

Yes

### Congregation Address

3700 East Mercer Way  
Mercer Island, WA 98040  
United States

### Reason(s) for the existing vacancy

Contract Expiration

### Has he/she been informed that your synagogue is seeking a replacement?

Yes

## INFORMATION ABOUT THE ROLE & CONGREGATION

### Describe the duties and qualifications of the Executive Director (or leave blank and upload attachment below)

Please see the attached description.

### ALTERNATIVE: Upload duties and qualifications of the Executive Director PDF

- [HNT-Exec-Director-Posting-v3.pdf](#)

### Annual salary range for the Executive Director (\$):

\$125,000 - \$150,000

**In addition to the salary shown above, the congregation provides the following benefits:**

- Health Insurance
- Disability Benefits
- Pension Plan
- Professional Development Allowance

**List any other Benefits:**

Paid dental, vision, and long-term disability benefits with the option to purchase life insurance, paid sick and vacation leave, most federal and Jewish holidays, a professional development stipend. Additional benefits negotiable.

**When will employment commence?**

ASAP

**Size of congregation's budget**

\$2.2m - \$2.5m

**What else does an applicant need to know about your congregation, the position or your city?**

Herzl-Ner Tamid (HNT) is seeking a strategic and thoughtful Executive Director to leverage the synagogue's strengths by leading the organization, in partnership with the Clergy and Board of Directors, to drive interest in and loyalty to the congregation and grow the HNT community. The selection committee is eager to learn more about the unique skills you bring to the table and invites you to submit for this opportunity. For more information please see attached.

**Certification**

All correspondence will be by e-mail. Please note that the congregation will be responsible for the travel expenses of any candidate asked to meet on-site with the congregation's Search Committee. Further, the Joint Placement Commission serves as a clearing house to disseminate information supplied by the congregation to potential candidates, and does not endorse or rate any candidate. It is totally the responsibility of the congregation to perform and complete its due diligence in researching and validating the background, experience and any claims made by candidates under consideration by the congregation.

**✓ I agree to the terms and conditions.**